

# ***Business Presentation***

## **Individual or Team Event**

### **Performance Event with Judge Q & A**

#### **Regulations**

- *Refer to National Competitive Event Guidelines for description and procedures.*
- Student members, not advisers, must prepare presentations.
- Presentations must address the given topic. (see Procedure section below)
- Participants must use a multimedia presentation as an aid in delivering the business presentation.
- This event is NOT submitted prior to the RLC or SLC.

#### **Eligibility**

- Each local chapter may enter one (1) team.
- The Business Presentation may be developed by an individual or by a team of two (2) or three (3).
- No more than one (1) team member may have competed in this event at a NLC or have competed more than two (2) years at the national level.
- No more than one member in a team of two or two members in a team of three may be substituted should circumstances arise that warrant the substitution.
- Between the RLC and SLC, or between the SLC and NLC, in the case of an unforeseen situation, one (1) team member may be substituted with the approval of the State Office. Failure to discuss this change with the State Office could result in team disqualification.
- A member may enter only one individual or team event and one chapter event. Who's Who in FBLA does not count as an event.

#### **Copyright and Fair Use Information**

It is the policy of FBLA-PBL to comply with state and federal copyright laws. Copyright information is provided in the FBLA Format Guide. You may also use the following Web sites as a reference:

- Copyright and Fair Use Guidelines for Teachers at <http://www.mediafestival.org/copyrightchart.html>
- U.S. Copyright Office at <http://www.copyright.gov/> or <http://www.copyright.gov/title17/circ92.pdf>

#### **The 2014 topic is:**

*You have been asked to give a presentation to a group of small business leaders in your community on how the Affordable Care Act's rules, costs, and tax implications will likely impact their businesses.*

## Business Presentation – Continued

### Administration of Events

RLC	SLC
Visual aids and samples specifically related to the project may be used in the presentation; however, no items may be left with the judges or audience.	Visual aids and samples specifically related to the project may be used in the presentation; however, no items may be left with the judges or audience.
Order of performance is random. Schedules will be posted at RLC, not before.	Order of performance is random. Schedules will be posted at SLC, not before.
All teams perform—no preliminary round.	Preliminary Round will be held. (all teams perform)
Five (5) minutes will be allowed for the setup of equipment. Chapters must bring and set up their own audio/visual equipment—except screens. The individual or team members must perform all aspects of the presentation including setup. Other representatives may not assist.	Five (5) minutes will be allowed for the setup of equipment. Chapters must bring and set up their own audio/visual equipment—except screens. The individual or team members must perform all aspects of the presentation including setup. Other representatives may not assist.
4" x 6" note cards are allowed to be used during the presentation.	4" x 6" note cards are allowed to be used during the presentation.
Presentations may not exceed 7 minutes.	Presentations may not exceed 7 minutes.
Judges will ask questions after the presentation for up to 3 minutes.	Judges will ask questions after the presentation for up to 3 minutes.
Event is not open to conference attendees at RLC.	The top 8 finalists will present their presentation to a team of judges in a final round. Event Finals are open to conference attendees at SLC.
Top THREE finishers advance to SLC competition.	Top THREE finishers advance to NLC competition.

### Performance Event with Judge Q & A

**Teams will have seven (7) minutes to present. A timekeeper will stand at six (6) minutes and again at seven (7) minutes. When the presentation is finished, the timekeeper will record the time used, noting a deduction of five (5) points for any time over seven (7) minutes.**

**Following the presentation, judges will conduct a three (3) minute question-answer period.**

### Judging

- This event is NOT submitted prior to the RLC or SLC.
- All decisions of the judges are final.
- The rating sheet(s) the judges will use are found in the Wisconsin Competitive Event Guidelines.



# FBLA BUSINESS PRESENTATION Performance Rating Sheet

☐ Regional Level  
 ☐ Preliminary Round  
 ☐ Final Round

Evaluation Item	Not Demonstrated	Does Not Meet Expectations	Meets Expectations	Exceeds Expectations	Points Earned
<b>Content</b>					
Presentation clearly related to topic	0	1–3	4–7	8–10	
Purpose clearly stated	0	1–2	3–4	5	
Effectively uses a variety of formatting and effect features of program such as text, graphics, and transitions.	0	1–3	4–7	8–10	
Quality of design is professional. Design elements are appropriate for a business presentation; e.g., color choice, font style and size, and so forth	0	1–3	4–7	8–10	
Technology is effectively integrated into overall presentation	0	1–5	6–10	11–15	
Suitability and accuracy of statements in presentation	0	1–2	3–4	5	
<b>Organization</b>					
Topic adequately developed	0	1–2	3–4	5	
Logical sequence of ideas	0	1–2	3–4	5	
Accomplished purpose	0	1–2	3–4	5	
<b>Delivery</b>					
Presentation and statements are well-organized and clearly stated; appropriate business language used	0	1–3	4–7	8–10	
Demonstrates self-confidence, poise, and good voice projection	0	1–3	4–7	8–10	
Demonstrates the ability to effectively answer questions	0	1–3	4–7	8–10	
<b>Subtotal</b>					<b>/100 max.</b>
<b>Time Penalty</b> Deduct five (5) points for presentation over seven (7) minutes. Time: _____					
<b>Dress Code Penalty</b> Deduct five (5) points when dress code is not followed. _____					
<b>Penalty</b> Deduct five (5) points for failure to follow guidelines. _____					
<b>Final Score</b>					<b>/100 max.</b>

Name(s): \_\_\_\_\_

School: \_\_\_\_\_ State: \_\_\_\_\_

Judge's  
Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Judge's  
Comments: \_\_\_\_\_